



Technical Memo

To: City of Lake Forest Planning Commission
From: SCJ Alliance
Date: March 11, 2025
Project: Lake Forest Park Middle Housing Code Updates
Subject: Continued Discussion on Middle Housing Amendments

Summary

The work on the Lake Forest Park middle housing project continues to progress on schedule. In recent meetings the Planning Commission has reviewed various amendments to the code intended to achieve compliance with the middle housing legislation

Feedback received from the Planning Commission, both in writing and during the previous meeting, has been incorporated into the documents provided as part of this packet.

The updated gap analysis is attached as Exhibit #1, and provides a summary of the edits that have been made to date. Additionally, the code amendments are also found within the attached Word document itself (Exhibit #2). Because the attachment is so lengthy, a summary of these edits has also been included within this report. Page numbers for the various code amendments have also been provided to aid in navigating the materials.

Summary of Proposed Code Amendments

As a reminder, the proposed code amendments are depicted in "Track Changes". The document will be converted into ordinance format at a later date.

As with the last agenda packet, this section provides a summary of the amendments found within the attached Word document. The summary of the proposed changes in order of appearance in the code amendment document followed by the corresponding page number.

Sections of code that have been updated since the last review are notated with verbiage that is underlined. In addition, comments received from commission members have been incorporated

in the “comment bubbles” depicted to the right of the text. Where appropriate SCJ has also provided also provided comments to provide a response, or an explanation for the new text.

LFPMC 17.04.050 Definitions (pg. 2)

New definitions have been added for the following terms:

- Parent Lot
- Unit Lot
- Split Lot
- Unit Lot Subdivision
- Zero Lot Line Subdivision

Edits have been made to the definition of “short subdivision” and “subdivision” for compliance with State legislation. See new comments included on right side of the code amendment document.

LFPMC 17.12 Short Subdivisions and Dedications (pgs 9 - 11)

The chapter header has been modified to include the term “unit lot subdivision”, and the term unit lot subdivision has been incorporated throughout the chapter. See new comments.

LFPMC 17.12.90 (pg. 11)

This is a proposed new subsection created to incorporate the required unit lot subdivision requirements. At present, the State model ordinance language has been incorporated into the code, but this section warrants additional review by the local jurisdiction. See new comments.

LFPMC 18.08 Definitions (pg. 14)

The following definitions within the Municipal Code are being revised, deleted, or added. The definitions depicted in the color red are definitions that are required to be included within the code pursuant to the middle housing legislation which amended RCW 36.70A.030 Definitions. All definitions are followed by a brief rationale for the amendment.

- **Accessory Dwelling Unit (ADU), attached** (pg. 16)
This definition is being revised to specify that an ADU that exceeds the size limitations of MMC 16.34.020 shall be considered a duplex if attached.
- **Accessory Dwelling Unit (DADU), dettached** (pg. 16)
This definition is being revised to specify that an ADU that exceeds the size limitations of MMC 16.34.020 shall be considered a cottage if detached.
- **Administrative Design Review** (pg. 16)
This is a new definition required pursuant to the middle housing legislation which amended RCW 36.70A.070. See new comments

- **Condominium** (pg. 20)
This is a new definition which duplicates the language of RCW 64.34.020(10). It is not required per the middle housing legislation but is relevant to the other housing related amendments to the code.
- **Cottage housing** (pg. 20)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions.
- **Courtyard apartments** (pg. 20)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions.
- **Duplex** (pg. 20)
This is a new definition. The new housing legislation requires that Tier 3 cities allow duplexes as a permitted use in residential zones, but allows the jurisdiction to craft their own definition.
- **Dwelling, multifamily** (pg. 20)
This is not a requirement but this definition has been amended to include a statement that middle housing is a type of multifamily dwelling.
- **Major Transit Stop** (pg. 23)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions. See new comments.
- **Middle Housing** (pg. 24)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions. See new comments.
- **Short-Term Rental** (pg.26)
This was a new optional definition, but was removed after review by the Planning Commission. See new comment.
- **Single-family zones** (pg. 26)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions.
- **Stacked Flat** (pg. 26)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions.

- **Tier 3 City** (pg. 19)
This is a new definition that has been provided by the State but is optional. Staff recommends inclusion of this definition for clarity when describing Lake Forest Park as a Tier 3 city. See new comment.
- **Townhouses** (pg. 26)
This is a new definition, required pursuant to the middle housing legislation which amended RCW 36.70A.030, Definitions. See new comments.
- **Unit density** (pg. 27)
This is a new definition recommended by the State for inclusion, but is one that the City may define.

LPFMC 18.12 Zoning Map (pg. 28)

Future edits to 18.12.010 will be warranted after further review of the existing zoning districts. If any zoning districts are renamed, consolidated, or eliminated, the appropriate designations will need to be incorporated. Decisions on changes to acronyms will lead to additional edits. See comment bubble.

LPFMC 18.16 RS-20 Single Family, Residential Low (pg. 30)

The title of this zoning district has been amended to remove the term “single-family”.

LPFMC 18.16.010 Permitted Uses (pg. 30)

This has been updated to state that middle housing is included within the list of permitted uses. It has also been updated to specify the exact types of middle housing that would be allowed within the zoning district. The text has been modified from the previous version.

LPFMC 18.16.010 Yards

This section has been amended to provide clarity on setbacks.

LPFMC 18.16.010 Street frontage

See new commissioner comment requesting discussion on this topic.

LPFMC 18.16.090 Tree canopy coverage (pg.31)

This is a new subsection added per commission request to account for tree canopy. See new comments.

LPFMC 18.18 RS-15 Single Family Residential, Moderate (pg. 32)

In line with the changes to 18.16, the title of this zoning district has been amended to remove the term “single-family”, and the chapter has also been updated to specify the exact types of middle housing that would be allowed within the zoning district.

Other edits to this section mirror those of Chapter 18.16.

LPFMC Chapters 18.20 (pg. 34), **18.21** (pg. 36) and **18.22** have also been edited with the similar changes to permitted uses and side yard setback clarifications. Decisions made regarding tree canopy and frontage may warrant additional edits to all these residential sections.

LPFMC Chapters 18.20 (pg. 40)

Duplex has been removed as a permitted use from this multifamily zone.

LPFMC 18.45 SG-SFR SOUTHERN GATEWAY RESIDENTIAL (pg. 49)

The title of this zoning district has been amended to remove the term “single-family”, and allowances for middle housing have also been incorporated.

If the City makes a decision to allow for density beyond the required two units per lot, this section will warrant additional updates.

Text addition since last update: A new subsection (E) has been incorporated to specify the mandated off-street parking requirements for middle housing units.

LPFMC 18.50.050 Accessory Dwelling Units (pg 63)

While the term “middle housing” does not include ADU’s, Lake Forest Park is also including legislation (required by House Bill 1337) related to ADU’s in the middle housing update. The code amendments within this section of the code are as follows:

- Up to two (2) ADU’s may be permitted on a lot per each single-family dwelling located on the same lot, provided that the unit density standards are not exceeded. This section goes on to further state that if a lot is developed with a duplex, or with two units classified as middle housing, then no ADU is permitted on that lot.
- ADU’s will need to comply with the development standards of the underlying zoning district.
- The maximum gross floor area of an ADU is set at 1,000 square feet. (Although the maximum may be higher, it cannot be less than 1,000 square feet.) This line item warrants discussion. See new comment bubble.
- Accessory dwelling units shall only be allowed on lots that meet the minimum lot sizes for the principal unit under the code. In addition, for any lot which is the result of a subdivision or a lot split and which is below the minimum lot size for the zone, no additional dwelling units, including accessory dwelling units, shall be allowed.
- ADU’s will not be allowed on lots with critical areas, lots that are not connected to a public sewer system,
- The previous version indicated that ADU’s will not be allowed on lots that are within the shoreline jurisdiction. This was removed at request of the Planning Commission. See new comment bubble.
- The garage conversion allowance has been revised to provide more clarity about the parking requirements if the previous parking space has been lost through conversion to

an ADU. The Planning Commission requested this item be reviewed for clarity. See new comment bubble.

- The previous version stated that ADU's may not be used as "short term rentals".
 - This is not a state mandate, but the State allows for local jurisdictions to include this prohibition. The Planning Commission recommended removing this provision. See comment bubble.

LFPMC 18.58.030 Parking spaces required (pg. 62)

A new Row 5 has been incorporated to specify the off-street parking requirements for middle housing dwellings. This language is being included for compliance with RCW 36.70A.635(6).

The additional provisions are as follows:

- A maximum of one off-street parking space per unit shall be required on lots no greater than 6,000 square feet before any zero lot line subdivisions or lot splits.
- A maximum of two off-street parking spaces per unit shall be required on lots greater than 6,000 square feet before any zero lot line subdivision or lots splits.
- No off-street parking shall be required within one-half mile walking distance of a major transit stop.

LFPMC 18.62.080 Landscape Types

See new comment bubble. In addition, a typo was discovered in subsection (D). No substantial changes were made to this section.

As stated previously, the information outlined above is a summary of the major changes proposed for the middle housing code updates. Additional smaller edits have been flagged throughout, and final changes will be made once final recommendations are provided by the Planning Commission and Staff.

Next Steps

Upon receiving direction from the Planning Commission, the code amendment document will be drafted into ordinance format. Following that, next steps will be to initiate SEPA review, 60-day noticing to the Dept of Commerce, and the necessary public hearings. The deadline for adoption and transmittal to the State is June 30, 2025.

Attachments

Exhibit 1: Gap Analysis in Excel

Exhibit 2: Code Amendments in Word